



## **BRATTON COMMUNITY BRASS BANDS SAFEGUARDING POLICY - 2024**

We are committed to reviewing our policy and good practice annually.

This policy applies to all members, volunteers or anyone working on behalf of the organisation.

### **The purpose of this policy**

To protect children, young people and adults with care and support needs who are members of the organisation.

To provide all members, volunteers or anyone working on behalf of the organisation with the overarching principles that guide our approach to safeguarding.

Bratton Community Brass Bands organisation believes that a child, young person or adult with care and support needs should never experience abuse of any kind. We have a responsibility to promote the welfare of all children, young people and adults at risk and to keep them safe. We are committed to practice in a way that protects them.

### **Legal framework**

This policy has been drawn up based on law and guidance that seeks to protect children and adults at risk, namely.

- Children Act (1989)
- United Convention of the Rights of the Child (1991)
- Data Protection Act (1998) and subsequent data protection guidance
- Sexual Offences Act (2003)
- Children Act(2004)·Protection of Freedoms Act(2012)
- Working together to safeguarding children: a guide to inter-agency working to safeguard and promote the welfare of children; HM Government (2015)
- The Safeguarding Vulnerable Groups Act(2006)
- The Human Rights Act(1998)
- The Children and Families Act (2014)
- Special educational needs and disability (SEND) code of practice: 0 to 25 years- Statutory guidance for organisations which work with and support children and young people who have special educational needs or disabilities; HM Government(2014)
- Data Protection Act(2018)

- Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers, HM Government (2015)
- The Care Act (2014)
- The Care Act(2014)Care and Support Statutory Guidance (specifically the safeguarding section of this)
- The Mental Capacity Act (2005)

### **We recognise that:**

- both the welfare of the child is paramount, as enshrined in the Children Act(1989)and the welfare of adults at risk is paramount, as enshrined in the Care Act(2014}
- all individuals, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal protection from all types of harm abuse or neglect
- some individuals are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs, at different times in their lives or other issues
- as a result of care and support needs, a child or adult may be unable to protect themselves from either the risk of, or the experience of, abuse or neglect
- working in partnership with those individuals, parents, carers and other agencies is essential in promoting their welfare

### **We will seek to keep children, young people and adults safe by:**

- valuing them, listening to and respecting them, ensuring that, in the case of adults, we work with their consent unless 'vital interests'[as defined in the Data Protection Act(2018)] are at stake, or the person has been assessed as lacking mental capacity [as defined in the Mental Capacity Act(2005)]
- adopting safeguarding practices through procedures and a code of conduct for all members, volunteers or anyone working on behalf of the organisation
- developing and implementing effective strategies for e-safety through the organisations anti-bullying and code of conduct policies
- providing effective support and training for volunteers with responsibility
- sharing information about safeguarding with all members, children's parents/carers, volunteers or anyone working on behalf of the organisation
- sharing concerns with agencies who need to know and involving individuals appropriately.

### **Recognising abuse and taking action:**

#### **EVERYONE'S RESPONSIBILITY:**

**If you think an individual is in immediate danger: contact the police on 999.**

**If an individual is suffering or likely to suffer from harm or if you are concerned about an individual but they are not in immediate danger:**

- Where possible you should share your concerns with one of the Designated Safeguarding Leads (DSLs) to agree a course of action. There is a list of the DSLs on the band noticeboard:
- If a DSL is not available, this should not delay appropriate action being taken. Speak to one of the DBS checked volunteers to agree a course of action. There is a list on the band noticeboard.
- If the concern relates to a child you can seek advice at any time from the NSPCC helpline on 0808 800 5000.
- Make a referral to local authority children's social care directly, if appropriate.
- If the concern relates to an adult, make a referral to Adult Social Care, if appropriate.
- Share any action taken with one of the DSLs as soon as possible.

**If an individual discloses a safeguarding issue to you, you should:**

- Listen to and believe them.
- Allow them time to talk freely and do not ask leading questions
- Individuals should not be questioned other than to respond to:
  - Tell me what you mean by that
  - Explain what you mean by that
  - Describe that
- Stay calm and do not show that you are shocked or upset
- Tell the individual they have done the right thing in telling you. Do not tell them they should have told you sooner
- Explain what will happen next and that you will have to pass this information on. Do not promise to keep it secret
- Write up your conversation as soon as possible in the individuals own words. Stick to the facts, and do not put your own judgement on it
- Sign and date the write-up and pass it on to one of the Designated Safeguarding Leads. If this is not appropriate or possible to hand to one of the committee officers

**If you have concerns about Female Genital Mutilation:**

Female Genital Mutilation (FGM) FGM is illegal in the UK and a form of child abuse with long-lasting harmful consequences.

**EVERYONE'S RESPONSIBILITY**

If you think that a child may be at risk of FGM or if you suspect that FGM has already occurred, you must seek help and advice-even if the FGM didn't happen recently. If you think a child is in immediate danger, contact the police on 999. If you are worried about a child but they are not in immediate danger, you should share your concerns with one of the Designated Safeguarding Leads

**If you have concerns about extremism:**

**EVERYONE'S RESPONSIBILITY**

In an emergency, call 999 or the confidential anti-terrorist hotline on 0800 789 321 if you:

- Think someone is in immediate danger
- Think someone may be planning to travel to join an extremist group
- See or hear something that may be terrorist-related

**If an individual is not suffering or likely to suffer from harm, or in immediate danger:**

- Where possible speak to one of the Designated Safeguarding Lead (DSLs) to agree a course of action. There is a list of the DSLs on the band noticeboard.
- If a DSL is not available, this should not delay appropriate action being taken. Speak to one of the DBS checked volunteers to agree a course of action. There is a list on the band noticeboard.

**For all areas of concern**

**DESIGNATED SAFEGUARDING LEADS RESPONSIBILITIES:**

- If there is immediate danger, have an oversight of any contact with the emergency services and/or referrals to the local authority safeguarding teams
- To collate any written statements, transfer on the appropriate documentation and store in the Safeguarding Folder in the secure area of Bratton Community Bands Dropbox
- To follow up with the individual as appropriate for whom any concerns have been raised, record on the appropriate documentation and store in the Safeguarding Folder in the secure area of Bratton Community Bands Dropbox
- To make or support referrals to local authority children's social care or adult social care, if appropriate.
- When a concern has been resolved to record outcome on appropriate documentation and store in the Safeguarding Folder in the secure area of Bratton Community Bands Dropbox
- To make referrals to local authority children's social care directly, if appropriate. The Department for Education also has a dedicated telephone helpline, 020 7340 7264, which school staff and governors can call to raise concerns about extremism with respect to a pupil. You can also email [counter.extremism@education.gov.uk](mailto:counter.extremism@education.gov.uk) Note that this is not for use in emergency situations.
- To report quarterly to the committee

**COMMITTEE RESPONSIBILITIES For all areas of concern:**

- To ensure Designated Safeguarding Leads are in place and visible
- To receive quarterly reports and have an understanding of ongoing/significant issues
- To support the Designated Safeguarding Leads in their roles and ensure that adequate and appropriate training is identified and provided

**Useful contact details:**

If there is immediate danger, phone the police or emergency services on 999

Bratton Community Brass Bands Designated Safeguarding Leads:

Email [safeguarding@brattonsilverband.com](mailto:safeguarding@brattonsilverband.com)

Wiltshire Police:101

Wiltshire Children's Services 0300 456 0108-Multi-Agency Safeguarding Hub (MASH). Standard working hours 0300 456 0100 - Out of hours service.

Local authority adult social care department 0300 456 0111 standard working hours

Out of hours service 0300 456 0100

NSPCC Helpline: 0808 800 5000 or help@nspcc.org.uk

ChildLine: 0800 1111 (textphone 0800 400 222) or www.childline.org.uk

The Department for Education has a dedicated telephone helpline, 020 7340 7264, which school staff and governors can call to raise concerns about extremism with respect to a pupil. You can also email counter.extremism@education.gov.uk

Note that this is not for use in emergency situations.

Brass Bands England Welfare Officer. 01226 771 015

**We are committed to reviewing our policy and good practice annually.**

**Policy Adopted:** July 2023

**Signed by (print):** M. STRONG

**Signed by (signature):** 

**Date:** 27/07 /23

<b>Date Reviewed</b>	<b>Reviewed By</b>	<b>Date Approved by Committee</b>
20/03/24	M Strong, C Bowes	30/05/24

**CONFIDENTIAL FORM FOR REPORTING SAFEGUARDING CONCERNS**

This form should be used to report information or concerns about any member of Bratton Community Brass Bands.

Where a referral is made, a Designated Safeguarding Lead will ensure appropriate outside agencies are contacted or made aware of the situation.

This form will be kept as written confirmation of the referral, with a copy retained by the DSL's.

Name of child / adult .....

Age / date of birth .....

Date / time of incident .....

Venue .....

Name / role of person completing form .....

Details of disclosure by adult / child and incident or concern. Please be specific and include dates and times of any incidents

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Signature ..... Date .....

Details of any actions / outcomes

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